

INSTRUCTIONS FOR SELF-REPRESENTED LITIGANTS

Where Mediation May Be Inappropriate

During your meeting with staff of the court's self-help program, you were asked questions to determine whether mediation would be appropriate in your case. Based on the information you provided it was determined that:

MEDIATION IS NOT APPROPRIATE IN YOUR FAMILY CASE.

Steps you Should Take:

- ☐ **1. Consider getting a lawyer to represent you in your family case.**
 - Call the local lawyer referral service: _____ (phone number).
 - Call the following legal services providers: _____ (name)
_____ (phone number).
- ☐ **2. If you or your child(ren) need protection from abuse, contact the following service provider who may be able to provide you with a safe place to stay, help in getting a civil protective order, or information on how press criminal charges, if appropriate:** _____ (name of provider)
_____ (telephone number)
- ☐ **3. When you file the papers to begin a divorce, custody or other family case in the Circuit Court, check off the following boxes on the Civil Domestic Case Information Report (DCIR) indicating that:**
 - Mediation is NOT appropriate; and
 - There is an allegation of physical or sexual abuse of a party or child.
- ☐ **4. Do NOT put your address or other contact information on any court papers. Tell the Clerk of Court when you file your papers that you want your contact information kept CONFIDENTIAL.**